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October 3, 2003

**VIA FACSIMILE: 703-308-5077**Ms. Latrice Sims  
Refund Department  
United States Patent & Trademark Office**RE: Refund Requests**  
**Visa Account No. 4798 1726 0204 7834**  
**Deposit Account 041133**

Dear Mr. Sims:

Upon review of both our credit card transactions and deposit account statements, the following charges should not have been debited. Therefore, credits should be applied to deposit account 041133. The following is a detailed listing and explanation of the requested refunds.

7-31-2003 - U.S.S.N. 09/784541 (Visa charge)

\$300 was authorized, in error, to be charged to Visa account. A second month extension of time was not needed. **Please credit deposit account 041133.**

8-27-2003 - U.S.S.N. 09/743023 (Visa charge)

\$320 for filing a brief in support of appeal. However, the appeal brief was filed on March 24, 2003, and paid with a check. There is no charge for filing of a reply brief, which was filed on August 18, 2003. **Please credit deposit account 041133.**

6-9-2003 - U.S.S.N. 09/565704 (deposit account charge)

\$160 for filing a brief in support of appeal. Appeal brief was filed in December 2002 and paid with a check. **Please credit deposit account 041133.**

7-31-2003 - U.S.S.N. 09/784677 (deposit account charge)

\$410 for two month extension of time. No extension of time was necessary. **Please credit deposit account 041133.**

Charleston WV • Cincinnati OH • Columbus OH • Covington KY  
Dayton OH • Lexington KY • Louisville KY • Nashville TN • Pittsburgh PA

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October 3, 2003  
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Please rectify our accounts by applying the appropriate credits to the **deposit account**. Your promptness will be appreciated. Should you have any questions or require further information, please contact me.

Very truly yours,



Laurie Shirk  
Paralegal

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